

New Town Kolkata Development Authority

**Notice Inviting Quotation for repair, renovation and up-gradation of existing
Website of**

New Town Kolkata Development Authority



03, Major Arterial Road
Kolkata – 700156



NEW TOWN KOLKATA DEVELOPMENT AUTHORITY

(A Statutory Authority Under Government of West Bengal)
3, Major Arterial Road, New Town, Kolkata - 700 156

Memo No. 2343/NKDA/Admn-32/2009

Dated: 04/07/ 2013

NKDA Invites sealed bids for repair, renovation and upgradation of official website of this Authority as per the specifications at **Annexure - C** from registered Companies / firms having experience in software development.

Important Dates:

Last date of Application	:	11 /07/2013 upto 2:00 PM
Date of Opening of Technical and Financial bid	:	11/07/2013 at 03:00 PM

Bidding Procedure

The prescribed tender documents consisting of

- (i) Technical Bid and
- (ii) Financial Bid

Technical Bid

Technical bid should contain all the technical specifications, recommendations and other details as deem fit by the developer to evaluate their capability of undertaking the complete design / development / implementation work. The vendors will be first assessed based on the Company Profile having various factors related to their organization, manpower, area of expertise, similar developments and mainly technical proposal and their understanding of the work and demonstrating their capability to successfully execute the work. Developers who may not be able to demonstrate their understanding / capability will be rejected from the process of further evaluation.

Financial Bid

For successfully selected developers, the financial bid shall be opened and compared for financial proposals.

Scope of Work

There will be two phases of development / implementation. Vendor will be required to complete both Phase I and Phase II. In case the vendor is unable to deliver the desired results in Phase I, his award of work will be terminated immediately and no claim for payment for said Phase I will be entertained.

Phase - I Study and reports

- In the first phase, the developer / vendor will prepare the system study reports along with details of databases, tables, identification of keys, primary, relations, views and basic form layouts specifications as a part of User Interface design.
- Security considerations - must be clearly mentioned and specified as much details as possible in the phase I.
- The vendor should do the necessary system analysis and study for preparation of the specifications and submit the relevant specification documents for approval from the NKDA.

Time Frame for Phase – I

The Phase – I shall be completed within 2 weeks of receipt of the work order.

Phase - II Development

This is the actual development phase wherein the vendor will be required to develop the modules as per agreed / quoted specifications and milestones.

- The vendor should develop the web based solution on the basis of such approved specifications and implement the same in consultation with the NKDA. Requirement summary of modules to be integrated with Software given at Annexure – 1. There may be modification in requirement during development, if needed.
- On Delivery / Implementation of the web based solution, the vendor will deploy within the existing web site location.

Time Frame for Phase – II

The Phase – II shall be completed within 3 weeks after completion of Phase – I. In extra ordinary circumstances only, it can be extendable by the Competent Authority in writing. support and maintenance of web application will be provided by the Vendor for a period of one year from the date of acceptance of final work by this Authority.

Instructions to Bidders

- 1) Registered Companies / firms having experience in software development are eligible to submit bid.
- 2) The tender documents can be downloaded from NKDA website (<http://www.nkdamar.org>) .

- 3) Only enclosed formats as provided in original should be used. All sheets need to be submitted after affixing seal of the Company/firm and signature of the authorized signatory conveying acceptance of all terms and conditions of this tender.
- 4) The prescribed tender document consisting of (i) Technical Bid and (ii) Financial Bid, sealed separately in two different envelopes, superscribing "Technical Bid" and "Financial Bid", and placed in a duly sealed big single envelope superscribing "**N.I.Q. for Notice Inviting Quotation for repair, renovation and up-gradation of existing Website of New Town Kolkata Development Authority**", may be submitted by hand/by Speed Post to office of "**New Town Kolkata Development Authority, 03 MAR, New Town Kolkata-700156**" so as to reach within the scheduled date and time.
- 5) Financial bid will be opened only for those bidders who will qualify on the basis of technical Bids.
- 6) The bidder shall quote the price of the complete project inclusive of all taxes and duties.
- 7) No price escalation will be allowed.

Other Conditions of Contract

- 1) Tenderer should have at least 5 years of experience in the design, development, implementation and maintenance of web based software solution and minimum Turnover of Rs. 30 Lacs (last financial Year).
- 2) To assist the examination, evaluation and comparison of bids, NKDA, may at its discretion ask the bidder for clarification of its bid including price. The request for clarification and the response shall be in writing.
- 3) **Delivery and hosting period:** Within Time frame given for Phase-I & II from the date of work order. The testing report should be signed by the Competent Authority of NKDA.
- 4) 10% as Security Deposit of Tender Cost will be deducted from the bill. The said Security Deposit will be retained till the support and maintenance period is over.
- 5) Taxes and duties as applicable will be deducted from the bill.
- 6) **Payment terms:** 90% on successful and satisfactory deployment certified by authorized Representative of NKDA. Balance 10% will be kept as Security deposit for time of maintenance.
- 7) **Maintenance:** The vendor shall maintain the web application for 01 (One) year after the date of implementation.

- 8) NKDA reserves the right to accept or reject any offers without assigning any reason thereof, and to amend the terms and conditions before award of the work.
- 9) Documents to be submitted: Interested vendors eligible shall furnish the following documents along with Technical Bid :-
- a) Company Profile
 - b) Write up on company's experience as a provider for software solutions
 - c) Details of similar and relevant projects handled
 - d) Audited financial statement to show work undertaken in last year.
 - e) Certificate of work undertaken from the agency or department.
 - f) Latest VAT and/or Professional Tax clearance certificate of firm.
 - g) Financial bid should be enclosed in a separate sealed envelope.

Sd/-
Chief Executive Officer
New Town Kolkata Development Authority

Memo No. 2343 /1(6)/NKDA/Admn-32/2009

Dated: 04/07/2013

Copy forwarded to kind information of

- 1) The Administrative Officer, New Town Kolkata Development Authority
- 2) The Finance Officer, New Town Kolkata Development Authority
- 4) PA to Chairman, New Town Kolkata Development Authority
- 5) Notice Board, New Town Kolkata Development Authority for displaying
- 6) Official website on New Town Kolkata Development Authority (NKDA)
(<http://www.nkdamar.org>)

Sd/-
Chief Executive Officer
New Town Kolkata Development Authority

TECHNICAL BID

Name of Work: Notice Inviting Quotation for repair, renovation and upgradation of existing Website of New Town Kolkata Development Authority

DETAILS OF THE APPLICANT

1.	Name of the applicant firm : (Attach company Profile)	
	Address of the Registered Office :	
	Telephone Numbers :	
	Fax Number :	
	E-mail & Website Address :	
	Turnover of Previous three Year :	
	Check List for Enclosures: i. Company Profile ii. Copy of work orders of similar work done. iii. Copy of audited balance sheet of the previous year. iv. Income tax clearing certificate Copy of Service v. Trade Tax Registration certificate vi. Copy of PAN/TAN/TIN (As applicable)	

FINANCIAL BID

Name of Work: Notice Inviting Quotation for repair, renovation and upgradation of existing Website of New Town Kolkata Development Authority

SL No	Description of Work	Quoted Rate (In Figures)	Quoted Rate (In Words)
1.	Design, Development, Up gradation of official Website of NKDA with one year maintenance and up gradation.		

N.B. – The above quoted rate is inclusive of all taxes and duties as applicable.

Total Bid Price in Rs. _____

In words _____

Signature of Bidder with seal _____

Name _____

Business address _____

Tel. No. & Mobile No. _____

Email: _____

Place: Date

Technical Specification

1. The software solution should be a web application, developed in *Microsoft.NET Framework* platform with *SQL Server* the back-end RDBMS.
2. The software solution should be designed in such a way that it could handle large quantities of data for analysis and generation of reports.
3. Both the software solution and the web interface should be user-friendly and easy to navigate.
4. Required web paged developed should be able to integrate and extract the existing data base along with reports from existing NKDA official Website.

SL No	Work/Module	Details
1.	<u>Building Plan Sanction</u>	Sanction List and Re-Sanction List needs to incorporate in the Website. Data entry in this regards should be done by a specific panel. Super User/ Authorized user for this section can download a complete report in .pdf/.xls format. Complete MIS system for Administrator/Departmental panel.
2.	<u>Enrolment of Technical Person</u>	In NKDA website, list of enroll technical person page is static. Now there should be a complete individual panel required to data entry by the Authorized person from NKDA who will entry the details of technical person. There should be provision expiry of renewal date. Super User/ Authorized user for this section can download a complete report in .pdf/.xls format.
3.	<u>OC/POC</u>	Demand amount and demand receive date fields needs to be added. Super User/ Authorized user for this section can download a complete report in .pdf/.xls format.
4.	<u>Water Supply</u>	A sub menu in water supply needs to add showing list of connection. For that a panel required to add in the NKDA website for entry data, demand for each quarter, previous due and other related information. Super User/ Authorized user for this section can download a complete report in .pdf/.xls format.
5.	<u>Registration of Birth and Death</u>	Online Death certificate required to introduce and there

		should a option for upload the death certificate from via online. Super User/ Authorized user for this section can download a complete report in .pdf/.xls format.
6.	<u>Trade License</u>	Online Trade License as well as renew required start. The existing data will supplied by NKDA. Super User/ Authorized user for this section can download a complete report in .pdf/.xls format.
7.	<u>Permission for Advertisement</u>	A complete online application from required to generate as per The New Town Kolkata Development Authority (Advertisement) Regulations ,2010
8.	<u>Record of Title (Mutation)</u>	Demand amount and demand receive date fields needs to add. Super User/ Authorized user for this section can download a complete report in .pdf/.xls format